



New Jersey FFA Association
New Jersey Department of Agriculture
Division of Agricultural and Natural Resources
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In Cooperation with NJ Department of Education

TO: FFA Chapter Advisors, State Executive Board Members and FFA Members
FR: Nancy J. Trivette, Program Leader for Agricultural Education, State FFA Advisor and
Erin Noble, State FFA Specialist
RE: **80th State FFA Convention - *The Most Important FFA Event of the Year***
DATE: February 23, 2009

***The 80th Annual New Jersey State FFA Convention will be held
May 19-21, 2009 in Hickman Hall
Rutgers University, New Brunswick, NJ***

Highlights of the 80th NJ State FFA Convention

- ✍ Leadership Function on Wednesday
- ✍ Keynote speaker – Barrett Keene
- ✍ Breakout rooms for all convention Career Development Events in one building

Competencies

Student participation in state convention, the delegate process, and career development events helps them gain employability skills necessary for the future. Through State FFA Convention events, students meet New Jersey's Core Curriculum Content Standards including:

- ✍ Career Education and Consumer, Family and Life Skills – Standard 9.1 and 9.2
- ✍ Language Arts Literacy – Standards 3.3 and 3.4
- ✍ Social Studies – Standard 6.2

Delegates

The New Jersey FFA Constitution **requires two delegates from each chapter** attend the annual state FFA convention to form the delegate assembly. Delegates should be chosen from the ***top level leadership*** positions in the chapter. Just as the state association reserves the leadership delegate positions for the president and vice president of the association, so should the chapter select the highest ranking officers to serve as official chapter delegates to conduct state association business. Serving as an official delegate is a prestigious and important experience for chapter members. Delegates will serve on committees, establish policy and elect new state officers.

Convention

The convention is an educational experience that develops premier leadership, personal growth and career success. FFA members can look forward to being recognized for their achievements, participating in career development events held at convention and attending motivational workshops and sessions. More than \$10,000 in awards and scholarships will be presented to NJ FFA members at the convention.

Registration

(Students may only compete in one national level Career Development Event during the state convention. See National guidelines 2001 - 2005 guidelines.)

Convention registration will be held Tuesday, May 19th from 2:00 p.m. to 4:00 p.m. in Nicholas Dorm. The Cook Douglass Recreation Center, including the pool, will be available for recreation from 2:00 – 5:00 pm on Tuesday. Registration is NOT available prior to 2:00 p.m. Schools that arrive prior to that time will do so at their own discretion. The Office of Agricultural Education is not responsible for inclement weather or undesirable drop-off times of schools.

TUESDAY, MAY 19, 2009

- ? Nominating Committee Meeting *will be held at 1:00 p.m. in Hickman Hall, Room 117*
- ? Official Ceremonies *will be held at 3:00 p.m. in Hickman Hall, Room 119*
- ? FFA Quiz Bowl *will be held at 3:00 p.m. in Hickman Hall, Room 101*
- ? Agricultural Issues Forum *will be held at 3:00 p.m. in Hickman Hall, Room 131*
- ? Preliminary 6-8 min. Public Speaking* *will be held at 3:00 p.m. in Hickman Hall*
- ? Preliminary Creed Speaking* *will be held at 3:00 p.m. in Hickman Hall*
- ? Preliminary 3-5 min. Public Speaking* *will be held at 3:00 p.m. in Hickman Hall*
- ? Preliminary Extemporaneous Speaking* *will be held at 3:00 p.m. in Hickman Hall*
- ? State Officer Candidate Exam *will be held at 4:00 p.m. in Hickman Hall, Room 118*
- ? Landscape Design Set-up *will be at 4:00 p.m. in Hickman Hall, Room 123*
- ? Delegate Orientation *will be held at 6:00 p.m. in Hickman Hall, Room 138*
- ? Star Interviews *will be held at 5:30 p.m. Hickman Hall, Room 131 and 127*
- ? Landscape Design Judging *will be at 6:00 p.m. in Hickman Hall, Room 123*
- ? Courtesy Corps Meeting *will be held at 4:00 p.m. in Hickman Hall, Room 138*
- ? Student Leadership Workshop *will be held at 6:00 pm in Hickman Hall, Room 101*
- ? Ag Teachers and Chaperones Meeting *will be held at 6:00 pm in Hickman Hall, Room 119*
- ? Convention Session I *will be held at 7:30 pm in Hickman Hall, Room 138*

* The need for preliminary events will be determined based on convention registration

WEDNESDAY, MAY 20, 2009

- ? Convention Session II *will be held at 8:30 a.m. in Hickman Hall, Room 138*
- ? Delegate Committee Meetings *will be held at 10:00 a.m. in Hickman Hall*
- ? 6-8 min. Public Speaking *will be held at 10:00 a.m. in Hickman Hall, Room 101*
- ? Creed Speaking *will be held at 10:00 a.m. in Hickman Hall, Room 119*
- ? 3-5 min. Public Speaking *will at 10:00 a.m. in Hickman Hall, Room 138*
- ? Extemporaneous Speaking *will be held at 10:00 a.m. in Hickman Hall, Room 123* **Contestants will meet at 9:45 a.m. to draw lots for competition.**
- ? Individual Demonstration Event *will be held at 1:00 p.m. in Hickman Hall, Room 114*
- ? Team Demonstration Event *will be held at 1:00 p.m. in Hickman Hall, Room 119*
- ? Parliamentary Procedure *will be held at 1:00 p.m. in Hickman Hall, Rooms 101*
- ? Job Interview *will be held at 1:00 p.m. in Hickman Hall, Rooms 129*
- ? Tractor Driving *will be held at 1:00 p.m. in Lot #99C on Biel Road (at the end of the road past the Cook Student Center)*
- ? Delegate Business Session I *will be held at 1:00 p.m. in Hickman Hall, Room 138. This will occur prior to Session III.*
- ? Convention Session III *will be held at 2:30 p.m. in Hickman Hall, Room 138*
- ? Leadership Function *will be held at 5:00 p.m. in Neilson Dining Hall*
- ? Convention Session III *will be held at 7:30 p.m. in Hickman Hall, Room 138*
- ? *If needed, a Delegate Business Session will be held at 9:30 p.m. in Hickman Hall, Room 138*

THURSDAY, MAY 21, 2009

- ? Convention Session V *will be held at 8:30 a.m. in Hickman Hall, Room 138*
- ? Delegate Business Session II *will be held at 8:30 a.m. in Hickman Hall, Room 138 as part of Session V*
- ? State FFA Degree Ceremony *will be held at approx. 9:30 a.m. in Hickman Hall, Room 138 as part of Session V*
- ? Election of 2009-2010 New Jersey State FFA Officers *will provide the culmination of the 80th annual New Jersey State FFA Convention*

Registering Delegates and Courtesy Corps Members

Please preregister chapter delegates and candidates for Courtesy Corps by April 9th. Preregistration for members and advisors with payment is due by April 9th. Refunds are not possible. Please use the online registration form for state convention. This form can be accessed on the state website at

<http://www.jerseyageducation.nj.gov/events.htm>

Email completed forms to ag.ed.registration@ag.state.nj.us

*****SPECIAL NOTE*****

Participants of the Tractor Driving Event and their advisor must sign the “Tractor Safety Assurance Form” located in the excel State Convention registration. The form must be completed and faxed into the state office with registration.

Please complete the “Advisor Statement of Assurances” document and fax it to the state office with registration. Advisors and other state convention chaperones are requested to sign this form.

Convention Housing/Completing the Complete Package Tab on Registration Form:

Convention housing is in Rutgers University Dorms. Once Rutgers Housing Staff have assigned rooms, room changes may not be made.

*When completing your registration form for State Convention, please fill out the “Complete Package” tab by listing students in the order you want them to room together. For example if you wanted Sally Smith and Jane Jones to room together and John Doe and Joe Jones to room together, you would list Sally Smith as #1, Jane Jones as #2, John Doe as #3 and Joe Jones as #4. This will assist the room assignment process. However, we cannot guarantee students will get placed in the rooming situation you indicate. Please note, if students are selected to serve on nominating committee or are running for state office, they will be rooming with other nominating committee members/ state officer candidates and not with members of their chapter.

Convention costs are as follows:

As per the “Travel Regulations” memo sent March 17, 2008 from Commissioner, Lucille E. Davy. (Page 2 states, “All costs of student field trips that are part of the instruction program are permitted.” Page 3 states, “All reasonable costs for activities, events or functions provided or held for the benefit of students are permitted.”) The following overnight event is acceptable.

1. **Complete Package (Residents) - \$135** (covers five (5) meals, lodging (double occupancy only) for two (2) nights, recreation, workshops, motivational speakers, dance and registration). **Add \$10.00 per person registered for late registration (after April 16th).**
2. **Partial Package Attendance Prices -**
Partial packages CANNOT be separated out. All partial packages include parking privileges, liability insurance, facilities usage and recreational facilities.
 - a. **Half Day without lodging** \$48.00
includes one breakfast and lunch OR one dinner – please specify on registration
 - b. **Full Day without lodging** \$70.00
includes one breakfast, one lunch, and one dinner
 - c. **Full Day with lodging** \$95.00
Includes lodging for one night and one breakfast, one lunch and one dinner
 - d. **Wednesday Night Leadership Function** \$25.00
includes dinner Wednesday night and the night session
 - e. **FFA Dance** \$7.50

3. Convention Event Costs

a. Agricultural Issues (per contestant, up to \$36)	\$9.00
b. Job Interview (per contestant)	\$9.00
c. Parliamentary Procedure (per team)	\$36.00
d. Official Ceremonies (per team)	\$36.00
e. Creed Speaking (per contestant)	\$9.00
f. 3-5 Minute Prepared Public Speaking (per contestant)	\$9.00
g. 6-8 Minute Prepared Public Speaking (per contestant)	\$9.00
h. Extemporaneous Public Speaking (per contestant)	\$9.00
i. Tractor Driving (per contestant)	\$9.00
j. Individual Demonstration	\$9.00
k. Team Demonstration (per contestant, up to \$36)	\$9.00
l. Parking Pass	\$6.00

4. **The replacement cost to chapters for unreturned room keys is \$70 per key for any key not returned within 48 hours.** Keys must be returned in an envelope with the name of the residence hall and room number printed on the envelope. **Replacement cost for entry key card is \$10. A replacement meal badge is \$5.00.**

4. Any room/ dorm damages or losses that occur will be billed to the chapters whose students are registered for that dorm.
5. **Single occupancy rooms are not available as a part of the above package price; therefore, we do not offer any single occupancy rooms.**
6. The New Jersey FFA Alumni will be taking pre-orders for state convention t-shirts. The pre-order form can be found in the state convention registration. T-shirts are \$13.00 each. In addition, the t-shirts will be available for purchase throughout the convention.

Other Convention Activities:

1. **Convention applications are due into the State Office on April 1, 2009 - as listed in Calendar of Events.**
- NJ FFA Scholarship Application
<http://www.jerseyageducation.nj.gov/stguide/14.008.xls>
 - Advisor of the Year Recognition
<http://www.jerseyageducation.nj.gov/stguide/14.009.xls>
 - National Chapter Evaluation Form I & II (national application)
 - Superior Chapter - National Chapter Evaluation Form I (national application)
<http://www.ffa.org/programs/natchap/index.html>
 - Most Improved Chapter
<http://www.jerseyageducation.nj.gov/stguide/15.014.xls>
 - Member of the Year
(Student must have received member of the month between May 2008 & April 2009)
 - FFA Week Application
<http://www.jerseyageducation.nj.gov/stguide/15.013ffaweek.xls>
 - Agriscience Student and Teacher Application (national application)

http://www.ffa.org/programs/ag_sci/index.html

- i. State FFA Essay Event
<http://www.jerseyageducation.nj.gov/stguide/14.024.pdf>
- j. Washington Leadership Conference Scholarship Application
<http://www.jerseyageducation.nj.gov/stguide/14.022.xls>
- k. Agri-Entrepreneurship Award (national application)
http://www.ffa.org/programs/ag_ent/index.html
- l. NJ FFA's 8,000 Hour Challenge/Outstanding Community Service Award
http://www.jerseyageducation.nj.gov/agriculture/ag_ed/ffa/activity/14.026.xls

2. The following event registrations are included in the State Convention registration due on April 9 under the "Pre-Registration" tab.

- a. Chapter Scrapbook Event (*Register now and bring entry to convention*)
- b. Chapter Treasurer's Book Event (*Register now and bring entry to convention*)
- c. Chapter Secretary's Book Event (*Register now and bring entry to convention*)
- d. Public Relations Event (*Register now and bring entry to convention*)
- e. Job Interview (*Contestant must submit ten (10) copies of event materials (cover letter, resume and references) by registration deadline of April 9*)*
- f. Agricultural Awareness Applications (*Register now and bring entry to convention*)
- g. Parliamentary Procedure
- h. Official Ceremonies
- i. Public Speaking
 - ✍ Creed
 - ✍ 3-5 Minute Public Speaking (*Ten type written copies with cover page due with registration by April 9*)*
 - ✍ 6-8 Minute Public Speaking (*Ten type written copies with cover page due with registration by April 9*)*
 - ✍ Extemporaneous Speaking
- j. Tractor Driving (*Participant must submit Safety Assurance form by registration deadline*)
- k. Agricultural Issues (*Ten copies of portfolio due with registration by April 9*)*

****Please note, career development event materials due prior to convention will be allowed a one week grace period to allow for travel in the mail. Materials not physically in the office by April 16, 2009 will receive a 10% deduction in score.***

These forms are available under separate tabs located on the bottom of the registration spreadsheet.

- a. Tractor Driving Safety Assurance Form – *must be signed and faxed to the State Office*
- b. FFA Quiz Bowl – *Two teams of three may be registered*
- c. Individual Demonstration* (*Ten type written copies of the demonstration outline are due with registration by April 9*)
- d. Team Demonstration* (*Ten type written copies of the demonstration outline are due with registration by April 9*)
- e. Portable Exhibit (*Register now and bring entry to convention*)
- f. Advisor Statement of Assurances - *must be signed and faxed to the State Office*

****Please note that the outline component of the individual demonstration will count as 15 points towards the overall score for that event.***

3. Names of Official Chapter Delegates, Courtesy Corps Candidates and participants **are due April 9th**. Delegate's packets will be e-mailed to advisors and posted on the event registration website prior to convention. Please review these materials with your chapter and delegates so they are familiar with them. Courtesy Corps selections will be made in advance and teachers will be notified. Potential Nominating Committee members must be listed as a delegate in order to be eligible to serve on the committee. Please designate someone as an alternate.
4. **All state officer candidates must submit their application, Advisors Appraisal Form and \$100 application fee to the State FFA Office by May 1, 2009.** No applications will be accepted after this deadline or at the state convention. Candidates must attend in official dress. Candidates are reminded that a copy of their Garden State Degree must be submitted with the State Officer application by May 1, 2009. It is the candidate's responsibility to supply the State Degree Application with the State Officer Application. *Newly elected state officers will meet following the close of the convention until approximately 4:00 p.m., on Thursday, May 22. Please plan transportation accordingly.*
(Note: A \$100 refundable application fee per state officer candidate is required from the FFA Chapter. The State FFA Officer Application will not be considered complete without this application fee. If not elected to a year of service, the chapter will be refunded the \$100. Upon completion of the year of service, the chapter will be refunded the \$100 application fee. If an elected officer does not complete his/her year, the \$100 application fee is forfeited and the fee will be used to cover expenses incurred, such as State Association FFA Jacket, AAA membership, polo shirts, and planners.)
5. **Applications due on-site at convention on May 19, 2009** should be brought to Hickman Hall, Room 129 (Public Relations, Secretary of the Year and Treasurer of the Year) and Room 130 (Agricultural Awareness and Scrapbook) from 3:00 – 5:00 pm. Portable Exhibits should be assembled on the assigned table from 3:00 – 5:00 pm.

Convention Rules and Information

1. Members must attend each convention session. No members will be in the dormitories during the convention. Members who are found in dorms during convention sessions without permission will be sent home. School administrators and parents will be notified. Convention sessions and organized activities are conducted continuously through the convention.
7. Members receiving awards, participating in contests, and serving in official capacities must be in official dress. All members attending sessions must also wear official dress or other appropriate business/professional clothing.
3. Members receiving Proficiency Awards, Garden State FFA Degrees, Career Development Event Awards, and Chapter Awards should meet in Room 138, Hickman Hall at least 15 minutes prior to the session to be seated in an award winners section of the auditorium.
4. Members and advisors must bring their own:
 - a. Towels & soap
 - b. Sleeping bag or sheets, blankets and a pillow
 - c. Equipment & appropriate clothing for recreation

- d. Official FFA Dress (see FFA manual)
 - e. Other personal items
5. Teachers/Advisors must accompany their students at all times during the convention. **Ratio of students to advisors must be at least 10:1. Teachers/Advisors are responsible for their students at all times.** Male and female chaperones are strongly recommended. We will do our best to house chaperones near students from the same school. **All teachers and chaperones must attend the Convention Chaperone Orientation meeting at 6:00 p.m. on Tuesday in Hickman Hall Room 119.**
6. Advisors of standing committees will be scheduled to meet with delegates on Wednesday, May 20, 2009 at 10:00 a.m. This is immediately following Session II.
7. Advisors will be asked to assist with events, Courtesy Corps, and Recreation. Contact Erin Noble if you have an interest in a specific area.
8. Recreation is scheduled for Tuesday from 2:00-5:00 p.m. This includes swimming, tennis, volleyball, basketball, etc. at the Cook College Gym on Biel Road. Additional recreation will be scheduled for Wednesday from 12:30 to 2:30 p.m.
9. **Best Dressed Chapter** –Members are encouraged to wear proper official dress at each session during the State FFA Convention. Chapters with 50-74 percent of their members in proper official dress will receive a bronze rating, chapters with 75-89 percent of their members in proper official dress will receive a silver rating, and chapters with 90-100 of their members in proper official dress will receive a gold rating. The chapter with the highest percentage in the gold category will be the overall winner of the Best Dressed Chapter Contest and will receive a plaque stating “2009 New Jersey FFA Best Dressed Chapter.” Check out the FFA Manual for a description of proper official dress. Please visit the State Activity Guide for the contest rules – Document 15.017.
10. **Emergency Telephone Numbers**
*****Cook Douglass Housing Office - 732-932-9005; Rutgers Police - 732-932-7111**

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